



MISSOURI DEPARTMENT OF NATURAL RESOURCES
MISSOURI BROWNFIELDS COMPETITIVE ASSESSMENT PROGRAM

Petroleum Sub-Grant Application Cover Sheet and Checklist

The Missouri Department of Natural Resources will be awarding sub-grants to eligible entities to conduct Phase I and Phase II Environmental Site Assessments (ESAs) on brownfield properties suspected to be contaminated with petroleum products.

Funding for the sub-grants is provided through a federal Competitive Brownfields Assessment Grant from the U.S. Environmental Protection Agency (EPA). This federal funding program is authorized by the Small Business Liability Relief and Brownfields Revitalization Act of 2002. Federal law places restrictions on the eligibility of applicants and properties that may receive a benefit from these funds. Refer to the Missouri Brownfields Competitive Assessment Program application instructions for more details on eligibility.

Read the statements below, then check each box in the checklist to confirm that you are enclosing all appropriate materials with your application. Then, sign and date below the checklist and submit to the department along with all required materials. If you have any questions, contact the competitive assessment project coordinator at (800) 361-4827 or at (573) 526-6627.

- Completion of this checklist acknowledges that you are applying for consideration for a sub-grant to conduct a Phase I and/or Phase II ESA on brownfield(s) properties suspected to be contaminated with petroleum.
- The application will be evaluated for applicant and property eligibility. If eligible, it will be forwarded to an evaluation committee for review.
- Once reviewed, the application will be scored and ranked along with other applications received for Petroleum Sub-Grants.
- In order to ensure equitable distribution of grant funds, a community may receive no more than \$30,000 from the Missouri Brownfields Competitive Assessment Program per funding round.
- Although applicants may apply for funds for multiple contiguous properties that are part of a single redevelopment plan, funding limitations and the distribution of grant funds may result in partial funding for some applicants.
- Successful applicants will enter into a sub-grant agreement with the department. This agreement will place limits on the uses of funding, the amount of funding, and the time in which all ESAs must be completed.
- Applicants entering into a sub-grant with the department will be required to submit a completed debarment/suspension form upon request.
- Successful applicants will have an entrance meeting with department staff prior to signing the sub-grant award document.
- Funds expended prior to the receipt of a signed sub-grant agreement from the department are not reimbursable. Only funds incurred during the grant period for activities defined in the grant agreement are eligible for payment under the sub-grant.

Check the boxes below to indicate that you have enclosed one original and three copies of the following:

- ☐ A completed application form and attachments, including:
 - ☐ Multiple Properties Attachment providing all information required in Part 1, Part 2, and Questions 1 through 3 in Part 3 for each property (for applications with multiple properties).
 - ☐ Attachment #1 explaining a “yes” response to any question, for any property in Part 2
 - ☐ Attachment #2 describing the redevelopment plan for the site(s) included in the application, if a redevelopment plan exists.
 - ☐ The application is signed and dated
- ☐ A completed, signed Assessment Sub-Grant Budget Sheet. Properties are ranked according to priority (for applications with multiple properties).
- ☐ Attachment #3, the budget description.
- ☐ Phase I Assessment reports (for applicants applying for Phase II funds only).
- ☐ This completed, signed checklist.

I have read the statements and enclosed the materials as outlined above. I am requesting that the enclosed application materials be considered for funding under the Petroleum Sub-Grant component of the department’s Brownfields Competitive Assessment Program.

Name (printed)_____

Signature_____

Date _____